



TEACHER,
HIGH SCHOOL-GENERAL EDUCATION,
CORRECTIONAL FACILITY (CF)
Final Filing Date: CONTINUOUS

OPEN

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER - Equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.

EXAMINATION BASE DEPARTMENTAL FOR:

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION (CDCR)

WHO SHOULD APPLY Applicants who meet the minimum qualifications as stated below and who have not previously tested with CDCR during this testing period. CDCR's testing period(s) for this examination are: **January through June and July through December**. Applications will not be accepted on a promotional basis.

HOW TO APPLY Submit [Qualifications Assessment](#):

By mail to:
Department of Corrections and Rehabilitation
Office of Workforce Planning and Selection
P.O. Box 942883
Sacramento, CA 94283-0001
(916) 322-2545

or

In person at:
Department of Corrections and Rehabilitation
Office of Workforce Planning and Selection
1515 "S" Street, Room 100-S
Sacramento, CA 95811-7243
(916) 322-2545

If you are personally delivering your [Qualifications Assessment](#), you must do so between the hours of **8:00 a.m. and 5:00 p.m.**, Monday through Friday, to the same street address as listed above for the Office of Workforce Planning and Selection.

[Qualifications Assessments](#) are available at CDCR's website, [www.cdcr.ca.gov/Career Opportunities](http://www.cdcr.ca.gov/Career_Opportunities), or in person at the address listed above.

NOTE: Only [Qualifications Assessments](#) with an original signature will be accepted.

APPLICATION DEADLINE/ REQUIREMENTS [Qualifications Assessments](#) will be accepted on a continuous basis. All applicants must meet the education and/or experience requirements for this examination at the time he or she files his or her application. Candidates who meet the "Minimum Qualifications" will have their [Qualifications Assessment](#) rated.

SALARY RANGE(S) As of: August 7, 2012

\$4,344.82 - \$9,101.22

A "9/12," "10/12" or 11/12" pay plan may be available to the employee who elects to be employed under this plan, with the hiring facility. An employee who elects to be employed under the "9/12," "10/12" or "11/12" pay plan receives the salary during a 9-month, 10-month or 11-month work year in 12 monthly installments. Further information regarding the plan will be available at the time of hire.

MINIMUM QUALIFICATIONS All applicants must possess a valid California Teaching Credential issued by the Commission on Teacher Credentialing. Applicants who do not possess the required credential or one of equivalent authorization may take the examinations but must have on file with the Commission on Teacher Credentialing an application for an appropriate credential. At the time of application for the examination, applicants must present written verification that the appropriate listed credential or its' equivalent is being processed or will be authorized. No appointments will be made to permanent positions with an Emergency Credential. After issuance, the credential is the responsibility of the holder and must be maintained by completion of any Commission on Teacher Credentialing requirements.

Possession of:

1. Single Subject Credential or a Multiple Subject Credential; or

2. Standard Secondary Credential with a major or minor in an academic subject area; or

3. A General Secondary Credential

Special Requirements: Must be willing to continue their educational development; work in a State correctional facility; participate in group-oriented treatment programs; maintain an empathetic and objective understanding of inmates/youthful offenders; demonstrate teaching ability or potential for teaching; emotional stability; tact; patience; open-mindedness; and high moral standards.

Special Physical Characteristics: Persons appointed to positions in this class must be reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates/youthful offenders.

Assignments during tour of duty may include sole responsibility for the supervision of inmates/youthful offenders and/or the protection of personal and real property.

MINIMUM
QUALIFICATIONS
(CONTINUED)

Juvenile Justice Facilities, Conditions of Pre-Employment: Pursuant to the Montoya School Safety Act of 1997, all persons offered employment with the California Department of Corrections and Rehabilitation’s Division of Juvenile Justice shall undergo a thorough background investigation prior to appointment. Pursuant to Education Code Section 45122 and Penal Code Sections 677 and 1192, “**No person who has been convicted of a violent or serious felony shall be employed by a school district.**”

EXAMINATION
PLAN

INTERVIEWS WILL NOT BE HELD. This examination will consist of a [Qualifications Assessment](#) weighted 100%. To obtain a position on the eligible list, applicants must achieve a minimum rating of 70% on the [Qualifications Assessment](#).

The [Qualifications Assessment](#) is designed to elicit a range of specific information regarding each candidate’s knowledge, skill, abilities, and potential to effectively perform the duties relative to the classification. Candidates who meet the “Minimum Qualifications” will have their [Qualifications Assessment](#) rated and successful candidates will be placed on an eligible list. **SUBMISSION OF THE QUALIFICATIONS ASSESSMENT IS MANDATORY.** Candidates who do not submit a completed Qualifications Assessment will be eliminated from this examination.

[Qualifications Assessment](#) -- Weighted 100.00%

Scope: Emphasis in the examination will be on measuring competitively, relative to job demands, each candidate’s:

A. Knowledge of:

1. Principles and methods of teaching
2. Principles of educational psychology as applied to their teaching
3. Current trends in educational methods
4. Remedial teaching techniques and adapting instruction to student deficiencies
5. Emotional problems of students at State correctional facilities

B. Ability to:

1. Provide leadership and motivation to inmates/youthful offenders
2. Teach and supervise inmates/youthful offenders
3. Work effectively with other disciplines
4. Gain the interest, respect, and cooperation of students
5. Develop socially acceptable attitudes in students
6. Communicate effectively
7. Analyze situations accurately and take effective action
8. In some positions speak fluently one or more variations of a specified second language in addition to English.

ELIGIBLE LIST
INFORMATION

The resulting eligible list will be established to fill vacancies for CDCR. Names of successful candidates are merged onto the list(s) in order of final scores, regardless of date. Eligibility expires **12** months after establishment, unless the needs of the service and conditions of the list(s) warrant a change in this period.

POSITION
DESCRIPTION AND
LOCATION(S)

A Teacher, High School-General Education, CF (Teacher) helps individuals committed to CDCR correctional facilities in CDCR prepare to become productive and contributing members of society by training them in academic subjects and by helping them to develop socially acceptable attitudes and interests. The Teacher gives both individual and group instruction, conducts assessment and testing, and in many instances, participates as a member of an interdisciplinary treatment team; is responsible for supervising the conduct of the students while in the classroom and may be called upon to assume general custody responsibilities in time of emergency.

The Department stipulates that Teachers play an important role in the total education, treatment and training process, as well as in teaching the skills which will enable the individual to seek occupational opportunities. The Teachers’ tasks include: planning, assigning, and supervising work; maintaining control and discipline in the classroom; controlling all materials and equipment which may be used as potential weapons; preparing courses of study and daily lesson plans; counseling students as to progress in the instructional program; working with students and helping them set and meet educational needs and goals; participating in program evaluation; participating in extracurricular programs; preventing escapes and injury by students to themselves or others or to property; inspecting premises and searching for contraband, weapons or illegal drugs. Teachers may be assigned to work temporarily, in accordance with bargaining unit contract and Department of Personnel Administration regulations, in specialties other than those for which they were hired. In addition, they may work with treatment teams that combine the services of personnel in the custody, academic, vocational, psychiatric, and casework areas. Teachers have an important role of providing information of an educational nature which can help other members of the team to better determine each student’s treatment needs. In new and developing programs, Teachers will participate in the development and continuing revision of curriculum; and does other related duties.

Position(s) exist in CDCR adult institutions and juvenile facilities statewide.

SPECIAL TESTING
ARRANGEMENTS

If you have a disability and need special testing arrangements, please contact CDCR’s, Office of Workforce Planning and Selection at (916) 322-2545 for assistance.

VETERANS POINTS/
CAREER CREDITS

Veteran’s Preference Points will be granted in this examination. Due to changes in the law, which were effective January 1, 1996, veterans who have achieved permanent civil service status are not eligible to receive Veteran’s Preference Points. Career credits will not be granted in this examination.

GENERAL INFORMATION

A [Qualification Assessment](#) form is available at CDCR’s website, [www.cdcr.ca.gov/Career Opportunities](http://www.cdcr.ca.gov/Career_Opportunities), or in person between the hours of 8:00 am and 5:00 pm at 1515 “S” Street, Room 100-S, Sacramento, CA 95811.

To learn more about our department go to: www.cdcr.ca.gov.

Veterans Preference: California law allows the granting of Veterans Preference Points in **Open Entrance** and **Open, Nonpromotional Entrance** examinations. Veterans Preference Points will be added to the final score of all competitors who are successful in these types of examinations and qualify for and have requested these points. Credit in **Open Entrance** and **Open, Nonpromotional Entrance** examinations is granted as follows: 10 points for veterans, widows and widowers of veterans and spouses of 100% disabled veterans; and 15 points for disabled veterans. Directions to apply for Veteran’s Preference Points are on the [Veterans Preference Applications \(Std. Form 1093\)](#) which is available at the California Department of Human Resources’ website, www.jobs.ca.gov/job/VeteransInformation or the California Department of Human Resources at 801 Capitol Mall, Sacramento, CA 95814, and the Department of Veterans Affairs. More information can be found at: <http://www.calvet.ca.gov/Resources/Default.aspx>

The California Department of Corrections and Rehabilitation reserves the right to revise the examination plan to better meet the needs of the Department if the circumstances under which this examination was planned change. Such revisions will be in accordance with civil service laws and rules and all competitors will be notified.

Eligible Lists: Eligible lists established by a competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional; 2) departmental promotional; 3) multidepartmental promotional; 4) servicewide promotional; 5) departmental open; 6) open. When there are two lists of the same kind, the older must be used first.

If you meet the requirements stated in this bulletin, you may take this examination. Possession of the entrance requirement(s) does not assure success in the examination or placement on the employment list. All candidates who pass the examination described in this bulletin will be ranked according to their scores.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination and fingerprinting may be required. In open examinations, an investigation may be made of employment records and personal history.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

FOR CURRENT CDCR TESTING INFORMATION CALL (916) 322-2545
California Relay Service for the Deaf or Hearing Impaired: 1-800-735-2929
www.cdcr.ca.gov

THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS